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Inshort

A booklet describing ten federal laws that prohibit discrimination due to disability.

Check out the latest

question of this issue --

Have you utilized America's Job Bank. America's Career InfoNet or America's Learning eXchange (three components of America's Career Kit) in the last year for personal or professional reasons?

Yes, for professional reasons

Yes, for personal reasons

Yes, for professional and personal reasons

To view the "question of this issue" results for the May/June 2000 issue click here!

practical applications -----

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JETT★CON2000

Read on!

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Read on!

Youthforce

Using the **PEPNet Effective Practice** Criteria in WIA Development. The Northwest Washington Private Industry Council (NWPIC) has been working to meet the required changes for Youth Services under the Workforce Investment Act (WIA). Read on!

The Internal Revenue Service (IRS) and the American Bar Association (ABA) recently unveiled a nationwide effort to help educate teenagers entering the work force about the federal tax system.

Read on!

Just for Kids The New York State Department of Labor has developed a special career web site to provide information on over 1,100 occupations in the new O*NET Database. Read on! <u>initiatives on closing the</u> digital divide!

website. Continue.



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TO VIEW THE COMPLETE LIST
OF JETT * CON2000 VENDORS
C L I C K H E R E

Newsletter Features

eWorkforce is an electronic newsletter publication of the U.S. Department of Labor. Our goal is to bring timely information on workforce issues to our readers. There are six main components of the newsletter: *Adultforce, Youthforce, Inshort, editors choice, practical applications* and *question of the issue*.

The *Adultforce* section contains articles that may be of interest to those who serve the adult community while the *Youthforce* section contains articles targeted towards youth workforce issues. *Inshort* is a section that provides a brief synopsis of the happenings around the workforce community. The *editors choice* section highlights an issue/website that deserves more attention or recognition. The *practical applications* section highlights hands on applications, tools, publications, best practices, or grant opportunities.

The *question of the issue* allows you, the reader, to participate and provide feedback to the question. We hope to have real-time poll results soon.

Other elements include streaming video capability (*Soundbytes*), subscribing options, and on-line submittal of articles or article ideas.



To subscribe to *eWorkforce*, <u>click here</u>.

Administrative

Feedback

Email our webmaster at webmaster@nerdvana.fu.com.

Submission of Material

eWorkforce invites users to submit draft articles of interest for possible publication in future editions of the newsletter. When these papers are submitted, the author(s) should attach an electronic copy in a common word processing program (e.g., Word Perfect, Microsoft Word) to an email message. Be sure to include your name, address, and telephone number where eWorkforce can reach you.

Please send your material to editor@nerdvana.fu.com. Users are also welcome to suggest future story ideas pertaining to workforce issues. All submissions are considered complimentary and no reimbursement will be made for any articles or ideas.

If the Editorial Advisory Board selects your article for publication, you will be contacted directly. All submissions will become property of eWorkforce eWorkforce reserves the right to edit articles to meet its needs and objectives. Where major revisions are necessary, every effort will be made to clear the changes with the author.

Adultforce

21st Century Skills Network

The mission of the <u>21st Century Skills Network</u> is for local, state, and national partners to work together to close the skills gap and support lifelong learning for all adults. The introduction of this network followed a January 1999 summit held by the Vice President on <u>21st century skills for 21st century jobs</u>. It also coincided with a <u>National Skills Summit</u> hosted in Washington, D.C. by Secretary of Labor Alexis M. Herman on April 11, 2000.



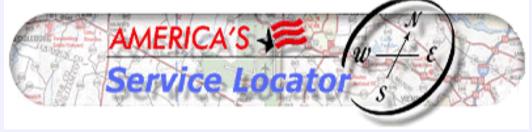
The core goals of the 21st Century Skills Network are:

- To close the skills gap by sharing best practices and effective strategies for dramatically increasing the basic and technical skills of the American workforce;
- To support lifelong learning for all adults;
- To help more workers move into high-skill, high-wage jobs;
- To identify and eliminate barriers to success in employment, training and learning programs;
- To help communities, local agencies and government offices measure results and to collect, analyze, and use data to develop strategies to achieve results;
- To model a de-centralized, collaborative, federal/state/local partnership that gets results people care about; and
- To provide a continuous feedback system that informs the federal government and the Network participants as a seamless learning and employment system is developed for all Americans.

The website strives to meet these goals by presenting information in three main categories: Resources/Learning, Work Together, and Measure Results. Resources/Learning is a search function and has links to gateways, guidelines, databases and more. Work Together lists key topic areas identified by the Skills Network for focused discussion. Measure Results contains data sources and performance measures to help define specific goals and measure real-time results.

America's Service Locator: Helps you find what you're looking for...

A fourth component of America's Career Kit, America's Service Locator (ASL), is being launched this July at JETT CON2000. This web page provides a means by which our customers can find the nearest



physical location in the Workforce Investment System that delivers the services they seek. The user will enter his or her zip code and describe the service sought or pick from a pre-established list of common

services, e.g., training, job search assistance, counseling, child care, etc. Information about the nearest

service provider funded by the Workforce Investment Act (WIA) to that customer's zip code will be displayed. Customers also will have the ability to perform a direct search for One-Stop offices by zip code.

This is a Geographical Information System (GIS) which will offer the customer the ability to print a map that shows point-to-point directions for getting to the address of the service provider, including the use of public transportation. This system can be customized at both the State and local level. States and Workforce Investment Boards (WIBs) will be able to customize screen displays, add logos or other identifying information, and add new information fields above the "core" information fields which are pre-set. States and local officials will be encouraged to participate in populating the database in conjunction with the Toll-Free Helpline Initiative so that customers who do not have access to computers can be connected with services in their local area.

Upcoming Dislocated Worker Conference - October 10-13, 2000

The upcoming Dislocated Worker Conference is scheduled for October 10-13, 2000. The conference will

be planned by the Dislocated Worker/Rapid Response Workgroup in conjunction with the Trade Taskforce to assure this mandated partner's responsibilities for dislocated workers are integrated in the workshop offerings. Other stakeholder groups are expected to co-sponsor the Dislocated Worker Conference, which will focus on the changing dislocated worker issues. The conference program offerings will address the key areas of policy, service strategies, performance measures and partnerships.



The National Dislocated Worker/Rapid Response Workgroup (formerly the National Rapid Response Workgroup) is a name change as a result of the Department of Labor's expanding the scope of the existing workgroup to include Dislocated and Incumbent Workers. This new, broader focus has changed the outlook of the group to look at more issues and develop products for larger audiences.

The original workgroup was created in the winter of 1997. It is supported by ETA's Division of Adult and Dislocated Workers, Office of Adult Services, U.S. Department of Labor. The group is comprised of a wide variety of local, State and Federal workforce development professionals with expertise ranging from rapid response services to rural initiatives, layoff aversion and early Workforce Investment Act (WIA) implementation.

The current group (and its five subcommittees) work continuously on products for State and local workforce practitioners, some of which include a survey of performance measurement, research and assessment of electronic case management systems, and the development of a best practices "playbook."

The Trade Taskforce was convened in late 1999 to begin a dialogue on the state of the Trade Act Programs (including the Trade Adjustment Assistance (TAA) Program, the North American Free Trade Agreement-Transitional Adjustment Assistance Program (NAFTA-TAA) and the Secondary Worker Program.). It also addresses the opportunities the WIA offers to link the Trade Act Programs with other partners in the Workforce Investment system. It is supported by the Division of Trade Adjustment Assistance, Office of Adult Services, U.S. Department of Labor.

The Trade Taskforce is comprised of Federal, State and local representatives with the goal of developing an efficient and effective means of providing services to trade-affected workers in the One-Stop environment as envisioned in WIA. The Trade Taskforce has begun to address a number of pressing

issues--integration of Trade Act Programs with the WIA, identification of staff development and training needs, development of communication strategies, and development of guidance materials and products that will provide best practices for continued program improvement. The Trade Taskforce meets every two to three months to continue to develop and promote strategies and materials.

Youthforce

Using the PEPNet Effective Practice Criteria in WIA Development

Below is adapted from an article by Sanjay Rughani, Coordinator Youth Program Liaison of the Northwest Washington Private Industry Council Youth Design Team.

The Northwest Washington Private Industry Council (NWPIC) has been working to meet the required changes for Youth Services under the Workforce Investment Act (WIA). The ten program elements of the Youth Program in WIA are the foundation of a comprehensive delivery system for the NWPIC.

NWPIC's development of service delivery systems made extensive use of the National Youth Employment Coalition's PEPNet Criteria and the PEPNet Self Assessment to determine how their comprehensive youth program addressed these areas.

- Purpose and Activities ensuring that the mission was clear, youth were targeted based on local demographic needs and the mission was addressed in the service delivery design.
- Organization and Management- there was clear leadership and commitment for effective comprehensive youth programs, staff had the knowledge and skills to work in youth development/employment, and key partners were identified and collaboration occurred.
- Continuous Quality Improvement (CQI) as part of the delivery model, there was a CQI process.
- Youth Development the 10 program elements were imbedded with youth development in mind and the program delivery system was structured to be progressive. Youth/Adult relationships with staff and workbased learning systems are key and were part of the system. All youth had key leadership and responsibility opportunities and were part of an individual development plan. Support services were identified and addressed to ensure success.
- Workforce Development all workforce preparation was focused around local employer validated skills (Workforce Skill Standards- SCANS). All youth develop a personal career plan, which is connected to academics through the school-to-career initiatives and there is a strong emphasis on the connection between work and learning. The youth career plan is competency based, again based on the Workforce Skills Standards. There is a strong emphasis on skill development with portfolio documentation with a minimum of 12-month follow up.

These five broad PEPNet categories were used in the program design as well as the CQI process of continuing the development and meet the needs of youth in four county areas.

Further information is available from:

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Federal Tax System – Explained!

The Internal Revenue Service (IRS) and the American Bar Association (ABA) recently unveiled a nationwide effort to help educate teenagers entering the work force about the federal tax system.

The IRS, in partnership with the Section of Taxation of the ABA, will distribute 78,000 CD-ROMs to high schools around the nation and U.S. embassy schools around the world. The CD-ROM provides a user-friendly approach to the workings of the tax system and offers tax tips for young workers.

The national effort was kicked off at a press conference in Washington featuring IRS Commissioner Charles O. Rossotti and Pamela Olson, ABA's Tax Section Chair-Elect. The event included a demonstration of the CD-ROM before a group of local high schools students.

"Understanding the tax system isn't easy, especially for young people in their first job who are encountering tax issues for the first time," Rossotti said. "This effort helps young people navigate the tax system by offering easy-to-digest information."

The CD-ROM offers a variety of features aimed at teenagers:

- a description of the federal tax system;
- tips for first-time wage earners;
- a dictionary of tax terms;
- an illustrated discussion of how tax dollars are spent; and
- a "toolkit" to help teachers integrate tax topics into their lesson plans.

"Students who are about to take on a summer job or enter the work force full time can turn to the CD-ROM for helpful information about their tax rights and responsibilities," said IRS Commissioner Charles O. Rossotti. "The IRS is pleased to partner with the ABA to produce and distribute this unique teaching tool."

The CD-ROMs take a fresh interactive approach to educating teens about the federal tax system. Over the next few weeks, they will be arriving at schools that do not yet have internet access.

The CD-ROMs are derived from another IRS, ABA joint educational venture - TAX Interactive (TAXi). The Web-based TAXi, which is available on the Internet at http://www.irs.gov/taxi/, is an electronic learning laboratory for students who are transitioning into the workforce.

"The Taxi site provides valuable information to students about our tax system," said ABA's Olson. The large number of schools without Internet access was the motivation for the CD-ROM project, she noted.

CareerZone®- Career Information Just for Kids

The New York State Department of Labor has developed a special career web site to provide information on over 1,100 occupations in the new O*NET Database. CareerZone provides information on the skills, education, and abilities necessary to be successful in the 21st century.



CareerZone® offers:

• A guided tour with Rachel, the online career counselor;

- 200+ career videos of real people at work;
- A self-assessment tool to help identify career-related interests and link to occupations;
- Resources to explore apprenticeship and college information;
- A link to America's Job Bank to view job postings;
- Featured Career of the Month;
- An online Resume and Cover Letter Builder; and
- A new interactive Career Portfolio to document achievement of higher learning standards set forth by the New York State Education Department.

CareerZone was designed for classroom use. Special lesson plans, worksheets and interactive tutorials make this a user-friendly tool for students and educators. This internet-based system allows parents to tap into career and education resources to help their children and themselves!

CareerZone provides career information for users whom are exploring, planning or making important decisions for the future. For more information, please contact the CareerZone Team at:

The New York State Department of Labor State Office Building Campus Building 12, Room 490 Albany, NY 12240 1-877-226-5724 support@nycareerzone.org



Inshort

A Guide to Disability Rights Laws

The Department of Justice recently released a booklet describing ten federal laws that prohibit discrimination due to disability. This booklet, entitled "A Guide to Disability Rights Laws," educates the user about disability rights laws and provides federal government contact information.

The ten federal laws discussed are:

- Americans with Disabilities Act (ADA)
- Telecommunications Act
- Fair Housing Act
- Air Carrier Access Act.
- Voting Accessibility for the Elderly and Handicapped Act
- National Voter Registration Act
- Civil Rights of Institutionalized Persons Act
- Individuals with Disabilities Education Act
- Rehabilitation Act
- Architectural Barriers Act

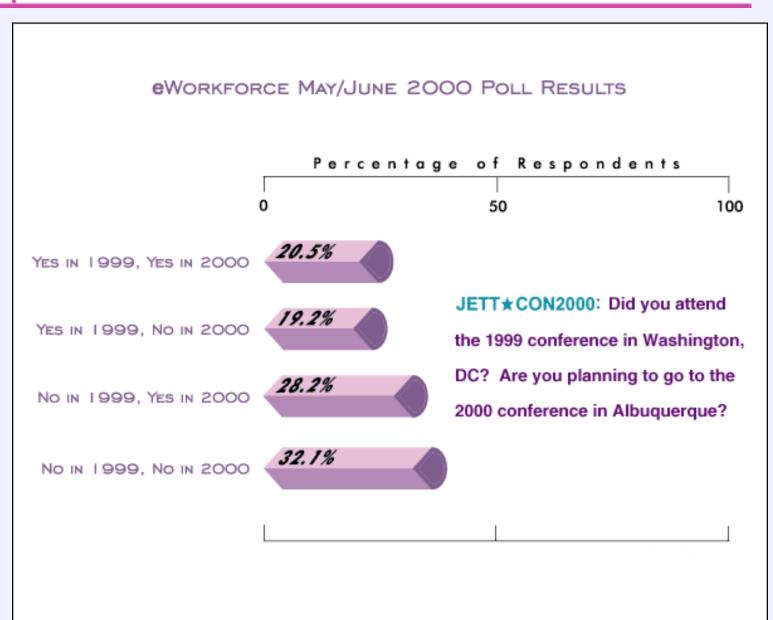
This guide is available online at http://www.usdoj.gov/crt/ada/cguide.htm.

Closing the Digital Divide

Check out the latest initiatives on closing the digital divide! http://www.digitaldivide.gov/ is a government sponsored website to support dissemination of information about the digital divide. The focus is closing the gap between those who have access to information technology and those who do not.

Sections covered include New Items, Administration Initiatives, International, Reports as well as an electronic newsletter specifically targeting digital divide issues.

question of this issue -----



practical applications ------

ETA Online Research Library

The ETA Online Research Library provides easy access to workforce development resources. Through a combination of keywords and phrases, publication date, subject area and target audience, you can search through over 6,000 titles on a wide variety of workforce development issues. The library is continuing to grow daily and will focus on timely subjects such as distance learning, the digital divide, the Workforce Investment Act, and much more.

Some recent additions to the database include:

- PEPNet as a Tool for Workforce Investment Areas: The Cincinnati Example
- Tests and Other Assessments: Helping You Make Better Career Decisions
- Quality on the Line: Benchmarks for Success in Internet-Based Distance Education
- Federal Funding Sources for Public Job Creation Initiatives

In addition, the ETA Publications and Research page contains links to online reports from the Office of Policy and Research and the Office of Workforce Security, as well as the SCANS (Secretary's Commission on Achieving Necessary Skills) reports.

A Tool Kit for One-Stop System Building: Partnering for Quality under WIA

Social Policy Research Associates has released Partnering for Quality under the Workforce Investment Act: A Tool Kit for One-Stop System Building, a trainer manual and participant handbook.

Partnering for Quality under WIA is designed to help local workforce investment partners meet the requirements of the Workforce Investment Act (WIA) for an integrated One-Stop service system. The complete curriculum on Partnering for Quality under WIA includes:

- Module 1. Reviewing System-Building Progress and Developing a Blueprint for WIA Transition
- Module 2. Partnering and Organizational Change
- Module 3. Collecting and Using Customer Feedback
- Module 4. Designing a System for the Delivery of Integrated Services
- Module 5. Building a Process for Continuous Improvement

Please visit this link for a copy of the modules released by SPR Associates.

http://www.usworkforce.org/onestop/spr-training.html

Please visit these links for a copy of the modules released by SPR Associates and subsequently modified by California.

http://www.usworkforce.org/pdf/toolca1.pdf

http://www.usworkforce.org/pdf/toolca2.pdf http://www.usworkforce.org/pdf/toolca3.pdf http://www.usworkforce.org/pdf/toolca4.pdf

Additional information on the Workforce Investment Act can be found on http://www.usworkforce.org/.

Minnesota's Career Delivery Van: On-The-Go Training and More

Minnesota's Career Delivery Van is a customized semi tractor-trailer featuring the most up-to-date computing and communications platforms available. It serves as:

- an Information Technology broker matching people, skills and jobs;
- a "Distance Working" resource and trainer;
- a mobile business "Incubator";
- a Technology Training provider of both custom and workplace-readiness training;
- a Bridge between workers and jobs;
- an advocate for increased rural telecommunications infrastructure.

It targets its services to a variety of populations including:

- Rural Communities,
- Urban Communities,
- Under-employed/Unemployed,
- Workers with Disabilities,
- Mature/Retired workers, and
- Youth.

What does the Delivery Van offer?

- General Technology Education
- Contracted Custom Training
- Professional Service Consulting
- Corporate Training Services

This dynamic and agile platform can be rapidly deployed to virtually any rural or urban community, and features Internet connection, configurable to support Mac, PC, Unix and Linux platforms. Complete multimedia capabilities including DVD, VHS, and CD players. LCD projector, DSS capable, 42-inch plasma screens for high definition display, 5 channel surround sound system and LCD control panel. Training is tailored to meet the specific demands of the business needs and is delivered via the CommandCenterTM, leveraging local community, post-secondary educational and private industry resources.

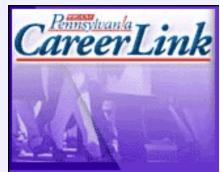


editors choice -

Team Pennsylvania CareerLink

Pennsylvania, an early-implementation state for the Workforce Investment Act (WIA), has developed a virtual One-Stop website at http://www.pacareerlink.state.pa.us/. This website offers many of the services one would find in a physical "brick and mortar" One-Stop center. These include the following:

Job Seeker Services. A customer may search for jobs, check into employers, work on resume preparation, visit the career resource area, and create an account to enroll with Team Pennsylvania CareerLink. A job seeker may access Statewide Training Programs/Providers List to find training opportunities. Future functionality will include online mass recruitment. To view more about Job Seeker Services, visit



http://www.pacareerlink.state.pa.us/jobseeker/jobseek.asp.

Employer Services. An employer may register and create a personal business folder. Once a corporate account is implemented, an employer may place job orders, add their logo, company description and link to their corporate website. Online resources for businesses are provided and future functionality will include online mass recruitment. Employer Services are accessible at http://www.pacareerlink.state.pa.us/employer/employer.asp.

One-Stop Services. Information on a variety of services is provided including the following: Economic and Workforce Development (Team Pennsylvania), Area Agency on Aging, Education and Training, Bureau of Employer and Career Services, and PALMIDS (Pennsylvania's Labor Market Information Database System), Office of Vocational Rehabilitation, Employment and Training (Local Workforce Investment Area), Unemployment Insurance, Veteran Services, and Welfare Services.

http://www.pacareerlink.state.pa.us/partners.asp provides links to each of the services listed above.

Other elements of the Team Pennsylvania CareerLink website include an events calendar (listing seminars such as The Dynamics of a Successful Job Search, Self Image: Dressing for the Workplace, and Tax Incentives for Delaware County Employers and many more), a feedback section and a site map.

eWorkforce Newsletter

Archived Issues

Archived Issues

- 1. **Vol.1 March/April 2000**
- 2. Vol.1 May/June 2000

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The eWorkforce Newsletter is available in a (PDF) portable document format. In order to read the PDF files, you must have Adobe Acrobat Reader installed.

To get a free copy, please visit Adobe's web site at: http://www.adobe.com/products/acrobat/readstep.html

Once Adobe Acrobat is installed, you can open and print the file below.

V1_2000.PDF

Vendors at JETT★CON2000....

A J BOGGS & CO.... AARP.... ACHIEVEMENT TEC.... ACT INC.... AGUIRRE INTERNATIONAL / O*NET PROJECT.... ALBANY ADVOCACY RESOURCE CENTER.... ALLIANCE ENTERPRISES INC.... ALX LEARNING TECHNOLOGY / U.S. DEPT OF LABOR.... AMERICA'S WORKFORCE TECHNOLOGY SOLUTIONS.... AMERICAN ASSOCIATION OF COMMUNITY COLLEGES.... AMERICAN COMPUTER DRIVING LICENSE / INFOSENTIALS INC.... AMERICAN FUNDWARE.... AMERICAN GOVERNMENT SERVICES.... AMERICAS CAREER KIT / U.S. DEPT OF LABOR.... ANDERSEN CONSULTING.... APPLIED THEORY COMMUNICATIONS.... AUTOMATED DATA SCIENCES INC.... BETA BUSINESS SOLUTIONS INC.... C-TECH ASSOCIATES INC.... CARF-THE REHABILITATION ACCREDITATION COMMISSION.... CAST INC.... CDM AND CAREER ZONE / AMERICAN GUIDANCE SERVICE (AGS).... CENTRAL TEXAS WORKFORCE BOARD.... CHICAGO SYSTEMS GROUP.... COMMAND TECHNOLOGIES INC (CTI).... COMPAO COMPUTER CORPORATION.... COMPTIA.... COMPUSA TRAINING CENTER.... COMPUTER CURRICULUM CORP.... CYBRACOM / VISARA.... DATATRAC INFORMATION SERVICES INC.... DELOITTE CONSULTING.... DELPHI PRODUCTIONS.... DEPARTMENT OF VETERANS AFFAIRS, VR&E.... DISABILITY & BUSINESS TECHNICAL ASSISTANCE CENTER.... EAS INC (tba EpiTech).... EDS.... EQUALIZER NETWORKING & DESIGN INC.... ERISS.COM.... FLAGSHIP ENTERPRISE SOLUTIONS INC.... FU ASSOCIATES LTD / EWORKFORCE NEWSLETTER.... GEOGRAPHIC SOLUTIONS INC.... GREEN THUMB INC.... H & H PUBLISHING INC.... HIGH TECHNOLOGY SOLUTIONS INC IBM CORP ILLINOIS OCCUPATIONAL INFO COORDINATING COMMITTEE/HORIZON.... IMRGLOBAL-ORION.... INFO USA GOVERNMENT DIVISION.... INSTRUCTIONAL ACCESS INC.... INSTRUCTIONAL SYSTEMS INC.... KET, THE KENTUCKY NETWORK.... LOCKHEED MARTIN.... MAXIMUS.... MCGIX.... METSYS INC.... MID ATLANTIC CAREER CONSORTIUM / PA DEPT OF LABOR & INDUSTRY.... MIDLANDS TECHNICAL COLLEGE (MTC).... MITRETEK SYSTEMS INC.... NATIONAL COUNCIL OF LA RAZA.... NATIONAL FEDERATION OF THE BLIND.... NATIONAL PUERTO RICAN FORUM.... NATIONAL URBAN LEAGUE.... NCS.... NORTH CAROLINA COMMUNITY COLLEGE SYSTEM.... OPPORTUNITIES INDUSTRIALIZATION CENTERS OF AMERICA INC.... OREGON LABOR DEPT.... PESCO INTERNATIONAL.... PRICE DANIEL COMMUNICATIONS.... RAS CONSULTING GROUP.... RENAISSANCE GOVERNMENT SOLUTIONS.... ROYALE SOFTWARE.... SAN DIEGO WORKFORCE PARTNERSHIP INC.... SAS INSTITUTE.... SCIENCE APPLICATIONS INTERNATIONAL CORP.... SE LOS ANGELES COUNTY PRIVATE INDUSTRY COUNCIL.... SER-JOBS FOR PROGRESS.... SIMPLE CLICK INC.... SIMTREX CORPORATION.... SOCIAL SECURITY ADMINISTRATION.... SOFTSCAPE INC.... SOLUTIONS INTERGRATION INC (SOLNET).... SOUTH BAY PRIVATE INDUSTRY COUNCIL / WIB STAFFMARK TECHNOLOGY TRAINING CENTER STECK-VAUGHN SYSTEMS CONCEPTS INC TECHNICAL ASSISTANCE AND TRAINING CORP THE OUALITY GROUP INC.... THOMSON LEARNING.... TIVOLI SYSTEMS INC.... TRAININGSERVER INC.... TREFOIL CORP.... TRW INC.... TULARE COUNTY PRIVATE INDUSTRY COUNCIL.... U S DEPT OF LABOR APPRENTICESHIP TRAINING, EMPLOYER & LABOR.... U.S. DEPT OF LABOR EMPLOYMENT & TRAINING ADMINISTRATION OFFICE.... U.S. DEPT OF LABOR ETA VILLAGE.... U.S. DEPT OF LABOR / ETA / OAS / DIV OF SYSTEM SUPPORT.... U.S. DEPT OF LABOR / VETERANS EMPLOYMENT & TRAINING SERVICE.... U.S. DOL / WORKING PARTNERS FOR ALCOHOL & DRUG-FREE.... UNISYS.... VALPAR INTERNATIONAL CORP.... VISION LINK INC.... VOCATIONAL RESEARCH INSTITUTE.... WORK SOURCE / FIRST COAST WORKFORCE DEVELOPMENT.... WORKFORCE EXCELLENCE NETWORK.... WORKFORCE INFORMATION COUNCIL ESC / LMID.... WORKFORCE INSTITUTE OF AMERICA c/o CESER.... XPAND CORP....

